Minutes
Sacred Heart Primary School P&F Association
Tuesday 11 March 2014

1.0 MEETING OPENING / PRESIDENT’S WELCOME

Meeting opened at 7pm by Jim Murdoch. Opening prayer said by Sister Teresa.

2.0 ATTENDANCE:

Mick Every, Matthew Burgess, Leonie van der Molen, Selene Fanning, Angela Henessy, Kirsten Wells, Sandra Leathwick, Shinara Auld, Lou Youngman, Cherlyn Connell, Paula Robbins, Joanne McNamara, Sister Teresa Ekerick, Therese Gunn, Kellie Crouch, Chris Bathersby, Scott Watson, Jim Murdoch, Troy Brannelly, Anthony Walsh, Jacqui McKeering, Kelly Wallace, Tina Rostron.

3.0 APOLOGIES:

Catherine Murdoch, Lee-Anne Kerr.

4.0 MINUTES OF THE PREVIOUS MEETING

Moved: Anthony Walsh Seconded: Kelly Wallace that the minutes of the meeting of Tuesday 11 February 2014 be accepted. Carried.

5.0 REPORTS TO THE MEETING

5.1 Principal

Chris Bathersby presented a written report. Copy attached.

Chris introduced Kellie Crouch from Centacare who advised that Centacare is working to accommodate suggestions from parents and the school regarding Outside School Hours Care (OSHC). This includes implementing a quality improvement plan. Enrolments have increased, Tuesdays and Thursdays are near capacity. The vacation care program is being rolled out.

5.2 Treasurer

Kelly Wallace advised that she would provide a written report after the meeting with full details of income and expenditure. Copy attached.

In particular, Kelly noted that payments in the amount of $28,564 had been made with some accounts still outstanding. Income in the amount of $10,588 had been received. $2,000 had been received from the Sisters of Mercy. The Operating Account had a balance of $62,036 and the Online Saver had a balance of $20,628.
In relation to the audit, Kelly advised that the matter had been left with John Simpson who was to provide a profit and loss statement and balance sheet. Kelly had been working to bring the file up to date for the audit but will require some assistance from Lee-Anne Kerr and Selene Fanning for that to occur.

5.3 Uniform Shop

The amount of $2,916 has been received, not including Flexischool transactions. Business has slowed in recent weeks now that everyone has settled back into school. All out of stock items have been replenished and back orders filled. The order for winter items has been placed and stock should arrive shortly. Old, unsaleable stock has been given to charity.

The proposed new backpack sample has been made available to families for feedback. The only two issues raised were:

1. Will the laptop fit in the designated pocket in the backpack
2. Will the fabric be durable

The supplier has advised that the fabric is considered to be very good and that other manufacturers use a similar fabric. The laptop fits snugly in the pocket, the weight is well distributed within the bag. The current bag costs $35, the new bag will cost approximately $45 with a lifetime guarantee and should have good resale value. The supplier can keep stock offsite for us. The uniform shop holds 18 of the current bag.

Moved: Anthony Walsh Seconded: Jacqui McKeering that Uniform Shop order the Spartan Omni backpack to replace the existing backpack and that the price of the existing backpack be reduced to clear stock.

5.4 Tuckshop

Lee-Anne Kerr provided a written report which was read out by Jim Murdoch in her absence. Copy attached.

5.5 Sister Teresa

Sister Teresa advised that Catherine Murdoch had written to the Sisters of Mercy requesting support for the school’s Heart Ministries and as a result they have donated $2,000 which has now been received. The reply from the Sisters of Mercy was read to the meeting. Catherine Murdoch has written to the Sisters of Mercy on behalf of the P&F Association expressing thanks for their continued support. Sister Teresa extended her thanks to Catherine Murdoch for her ongoing work with the From the Heart Ministries. Sister Teresa requested $200 to be used for vouchers for families requiring help.

6.0 OTHER BUSINESS

6.1 From the Heart Ministries

Catherine Murdoch provided a written report. Copy attached.

Sister Teresa continues to provide support to families requiring assistance. Help from the Heart continues its call for volunteers willing to receive email or text requests to help with specific needs.
Friends from the Heart is active and especially welcomes new parents at this time of the year. Gatherings are currently being held at Raphael’s Restaurant but will return to Jacqui McKeering’s crepe restaurant once renovations are completed.

Meals from the Heart has received donations of home cooked meals but continues to request that meals be provided for the freezer. Paula Robbins offered to advertise in the Parent’s Facebook group requesting frozen meals. Volunteer cooks should observe food safety guidelines when preparing, cooking and transporting meals and should label food with a list of ingredients and date of cooking. Sandra Leathwick raised the issue of providing meals for the Meals from the Heart freezer and suggested advising on the container that the meal may contain allergens. Sister Teresa advised that Catherine Murdoch has produced some stickers with an allergen warning that are affixed to meals in the freezer.

6.2 Sacred Heart Race Day – Sunday 18 May 2014

Jim Murdoch noted that the Sacred Heart Race Day is a major fundraiser for the school and that this year it has been slow to get off the ground. Donations are required to subsidise the cost of providing rides for the children and buses to and from the track. A further 4-5 race sponsors are required.

Jacqui McKeering advised that Atrium in Sandgate is prepared to sponsor Fashions on the Field in exchange for holding a fashion parade that can be advertised to school families as well as within the Sandgate and wider community. The proposed date is Tuesday 29 April and the proposed cost is $25 per ticket.

6.3 Grants

Anthony Walsh advised that a number of grant applications have been submitted recently:

(1) Gambling Community Benefit Fund – seeking funds for equipment and supplies for the school garden including a bee hive and worm farm, and funds to purchase a new freezer and Tupperware for Meals from the Heart. Grant application outcomes will be advised in August/September 2014. There is a new round every three months so if we are unsuccessful on this occasion we can reapply at a later date.

(2) Kedron Wavell Services Club Community Grants – seeking funds for a new freezer and Tupperware for Meals from the Heart.

Anthony has met with Chris Bathersby regarding school projects which may be appropriate subjects for grant applications. There are several opportunities coming up which may be suitable for these projects. The Leo Dunne Memorial Fund would be suitable for garden supplies because we can emphasise the learning benefits of a school garden to kitchen program. The Mercy Foundation Small Grants Program would be suitable for the needs of the Heart Ministries. The meeting agreed with these proposals.

6.4 Comedy/trivia night

Anthony Walsh advised that there are some funds from the last trivia night still to be banked.

The feedback from parents was that the preference for this year is a trivia night with comedy in a similar format to last years’ function.
6.5 Health education sessions

Joanne McNamara approached the meeting about running some health education sessions on handwashing, and allergy and anaphylaxis. Joanne has made enquiries with Queensland Health about handwashing seminars that are educational and fun for school aged children. Chris Bathersby will raise this with the teachers as the next staff meeting.

Joanne advised that a number of school parents who have children with allergies have expressed an interest in having an evening about allergies and anaphylaxis for the wide range of allergies represented in the school.

Joanne will continue to liaise with Queensland Health and to advise possible dates at the next meeting.

6.6 General Business

6.6.1 Outside School Hours Care

Paula Robbins raised the matter of Outside School Hours Care and advised that her family was happy with the program and with the job that Carmen is doing. Paula thanked Jim Murdoch for working with the parish to resolve issues surrounding OSHC.

6.6.2 Gardening Club Report

Paula Robbins asked if a Gardening Club report could be provided at each P&F meeting so that regular updates can be received regarding progress on the garden. It was agreed that a gardening report will be added to the agenda.

6.6.3 Donation of Willowbank Hot Laps Vouchers

Chris Bathersby advised that a parent has provided two vouchers for hot laps at Willowbank Raceway. One must be used in July and the other in August. It was agreed that the July voucher will be raffled at the Race Day and the August voucher will be raffled at Einbunpin.

7.0 CLOSE OF MEETING

Date of next meeting: 22 April 2014

Meeting closed at 8:08pm.